



Job Description - Training and Development Officer

Location - Various UK Locations/Travel Required

Employer - Swift Training Academy Ltd

Job Type - Full Time

Salary - Competitive - Based on Experience and Qualifications

Reports to: Head of Training

About Swift Training Academy

Swift Training Academy is a leading provider of professional training services in the fields of lifesaving, aquatic safety and first aid. We have been shortlisted as a finalist for awarding organisation and provider relationship of the year in collaboration with Swim England Qualifications. Our mission is to equip individuals and organisations with life-saving skills that meet national standards and exceed expectations.

Job Summary

We are seeking an enthusiastic and experienced Trainer to join our team to deliver a range of accredited qualifications and training, including but not limited to:

- National Pool Lifeguard Qualification (NPLQ)
- National Rescue Award for Swimming Teachers & Coaches (NRASTC)
- Aquatic Therapy Pool Rescue Award (ATPRA)
- Swimming Pool Emergency Rescue Award
- First Aid at Work, Emergency First Aid, Paediatric First Aid
- Swimming Teacher Courses (STA or Swim England)

The ideal candidate will be confident delivering to a range of audiences, possess strong communication and organisational skills, and maintain a high standard of professionalism and compliance.

Key Responsibilities

- Deliver engaging and compliant training sessions across the listed qualifications
- Deliver regular ongoing staff training
- Support with staff development and deliver internal staff training courses
- Assess candidate competence and provide constructive feedback
- Ensure all training meets award body standards and Swift Training Academy's quality assurance processes
- Maintain accurate records of attendance, assessments and certification
- Travel to various training venues and occasionally stay overnight as required
- Maintain equipment and training materials to ensure safety and readiness
- Represent Swift Training Academy professionally in all client interactions
- Support internal standardisation and CPD events as required



SWIFT TRAINING
A C A D E M Y

Essential Qualifications & Experience

- Recognised trainer or tutor qualifications (E.g. Level 3 Award in Education and Training)
- Current qualifications to deliver RLSS UK qualifications
- Minimum 1 years experience of delivering training in relevant subjects
- Strong organisational and time management skills
- Excellent communication and presentation skills
- Valid UK driving licence and willingness to travel
- Swim England Level 2 Swimming Teacher or equivalent

Desirable

- Internal Quality Assurer (IQA) qualification
- Current qualifications to deliver Swim England or STA
- Experience delivering safeguarding or other related compliance training
- Digital learning or blended delivery experience

What we offer

- Competitive salary based on experience
- Opportunities for professional development and CPD
- Support and passionate team environment
- All necessary training provided
- Working in a supportive and friendly working environment

How to Apply

Send your CV and a brief cover letter detailing your relevant experience to the Managing Director - luke.davis@swiftswimmers.co.uk

Subject Line: Trainer Application - [Your Name]